

**Maine EMS Examination Committee Meeting
Tuesday, July 16, 2002
Maine EMS Conference Room, Augusta**

Minutes

Present: J. Vaniotis – Chair, B. Hawkes, S. Hudson, , G. Utgard,

Absent: R. Doughty, Region 5 Representative, J. LeBrun, K. Roderick, D. Gilman

Staff: D. White

1. Call To Order - The meeting was called to order at 9:49 a.m.

D. White indicated that J. LeBrun, D. Gilman, and K Roderick notified Maine EMS that they would not be attending the meeting.

- A. Introductions - None
- B. Assign Timekeeper – S. Hudson
- C. Additions/Deletions to the Agenda – None

2. Minutes – June 18, 2002, meeting minutes - review for acceptance

The minutes of the June 18, 2002, meeting minutes were reviewed

***Motion: To accept the minutes of the June 18, 2002, meeting.
(Hawkes; Utgard - motion carries).***

3. Old Business

A. Exam Administration Manual (EAM)

Work continued on skill sheet explanations and objectives. The following were reviewed:

- Cheating and Inappropriate Conduct
- Patient Assessment – G. Utgard will write two more scenarios

B. Practical Exams – placeholder

C. Update on SMEMS Exam Issue

D. White reported that candidates who were not tested in CPR at the 6/1/02 practical exam have been notified that they must complete the exam process by attending one of 4 sessions scheduled by SMEMS for Portland and Kennebunk on 7/16/02 and 7/18/02.

D. Update on Paramedic Exam Correction – No Report

4. New Business - Other

5. Next Meeting

The next meeting will be held on Tuesday, September 17, 2002 from 9:30 a.m. – 12:30 p.m.

A. Set Agenda - Next agenda to include: Exam Administration Manual

6. Adjournment - The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Drexell White